

PHIL TAWNEY

Hunters Conservation Endowment

Grant Guidelines And Application Form

Montana Wildlife Federation
P.O. Box 1175
Helena, Montana 59624-1175
(406) 458-0227

PHIL TAWNEY HUNTERS CONSERVATION ENDOWMENT MISSION STATEMENT AND PROGRAM GUIDELINES

Mission Statement

To educate and inform the general public about hunting ethics, fair chase, and values; to perpetuate the sport of the hunt through efforts to conserve habitat and wildlife; and to stimulate the recruitment, mentoring, and involvement of youth in hunting and conservation activities.

Program Guidelines

The Phil Tawney Hunters Conservation Endowment is especially concerned about the long-term effects of private and public actions on our public resources. The Endowment values organizations that are grounded in democratic principles, with memberships that reflect the diversity of their communities. While recognizing that organizations employ a range of strategies to address public resource issues, the Endowment gives special attention to efforts that organize and involve local citizens. The Endowment also encourages collaboration between local groups and regional or national organizations on projects that promote public education, involvement, and advocacy. In keeping with the spirit of Phil's legacy, the Phil Tawney Hunters Conservation Endowment offers a one-year grant to a 501(c)(3) organization with a proposed project with a similar commitment to our outdoor heritage.

In 2005, the Endowment seeks projects that emphasize one or more of the following:

- The interface between hunting and wildlife management, especially as issues affect children;
- Strategies to promote environmentally healthy wildlife habitat;
- Public policy changes to improve conservation and habitat;
- Strategies to improve and promote hunting ethics, fair chase, values, and safety; and
- Activities to stimulate the recruitment, mentoring and involvement of youth in hunting and conservation activities.

APPLICATION PROCEDURE

Submit six (6) copies each of the *Application Cover Sheet* (following page) and *Project Description* (see guidelines below), and one (1) copy of an IRS 501(c)(3) verification letter. Applications must be postmarked on or before **December 1, 2005**. We will only accept application packets mailed via the US Postal Service to the following address:

**Phil Tawney Hunters Conservation Endowment
P.O. Box 1175
Helena, MT 59624-1175**

This P.O. Box is our sole method of collecting mail. **Applications sent via Federal Express or UPS will be undeliverable. Email applications will not be considered.**

Project Description

The *Project Description* must be no more than two (2) pages in length, attached to the *Application Cover Sheet*, and include a budget (between \$500 - \$5,000) and a brief description of the project, the project's goals and expected outcomes, plans to evaluate the project's success, and how the project fulfills the mission of the Phil Tawney Hunters Conservation Endowment. Please follow formatting instructions carefully.

- The *Project Description* should be typed, using a **12-point** easy-to-read type font, on **white paper**, no more than **two single-sided pages** in length.
- Send **no attachments**, other than verification of exemption under IRS Section 501(c)(3), or, if the applicant is not exempt, verification of a 501(c)(3) fiscal agent.
- Your *Application Cover Sheet* must be **signed and dated** by an officer of the organization's board.

Time Frame

December 1st, 2005: Proposals due

February 2006: Awards made and contracts signed

Accepting an award from the Phil Tawney Hunter Conservation Endowment obligates you to provide:

- A semi-annual project evaluation and financial report, mailed to the Endowment; including photos if available
- Onsite visits and interviews, when deemed appropriate, by Endowment board and/or staff;
- Written acknowledgment of the endowment as a funding agent in any public announcements or publications concerning the funded project; and
- Permission to publish information about your project in the Endowment's public announcements or publications and MWF publications.

For additional information, contact Jason Hobson at 406.458.0227 or email: jcronin@mtwf.org or visit our web site at: www.montanawildlife.com

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APPLICATION COVER SHEET

This form must accompany your proposal, which must be postmarked on or before the deadline.
Please type or print, using black or blue ink. Only *complete* applications will be accepted.

Name: _____

Address: _____

City, State, Zip: _____

Phone #: _____ E-Mail Address: _____

Fax #: _____

Contact person: _____

Address (if different than above):

PROJECT SUMMARY

Project title: _____

Project Period: _____ Start date: _____ Completion date: _____

ORGANIZATION DESCRIPTION AND/OR APPLICANT RESUME

Total grant request: \$ _____ Total matching funds: \$ _____ Total project budget: \$ _____

Please specify any other funding sources to which you have applied for or received monies for this project (From whom? How much requested? How much committed? Will our grant match other funds?) (Grant request not to exceed \$5000. Grant to be awarded for one year.)

Please check one of the following:

☐ 501(c)(3) (if yes, please enclose copy of IRS verification letter).

☐ Exempt governmental unit (please specify) _____

☐ Other (please specify) _____

Signature _____ Title _____ Date _____

Six (6) copies of the *Application Cover Sheet* and *Project Description*, and one (1) copy of IRS tax-exempt verification must be sent by mail and postmarked no later than December 1, 2005 to:

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